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**JUSTICE CABINET DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
AN EQUAL OPPORTUNITY EMPLOYER M/F/D**

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The jobs listed below are posted on the Kentucky Personnel Cabinet's web site,  
which can be accessed at: [www.Careers.ky.gov](http://www.Careers.ky.gov)

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**November 6, 2015**

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**ACCOUNTANT III— (Oldham County – Kentucky State Reformatory)** Grade 10— (\$2139.80 - \$2834.88) **MINIMUM REQUIREMENTS:** High school graduate. Must have four years of accounting, bookkeeping or fiscal clerical experience. Training in accounting, business administration, business education, office administration or a related field will substitute for the required experience on a year-for-year basis. Accounting, bookkeeping or fiscal clerical experience will substitute for the required education on a year-for-year basis.

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**CARPENTER SUPERVISOR—(Oldham County – Kentucky State Reformatory)** Grade 10—(\$2139.80 - \$2834.88) **MINIMUM REQUIREMENTS:** Must have 4 years of carpentry experience. Vocational or technical school training in carpentry or a related field will substitute for the experience on a year-for-year basis.

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**CLASSIFICATION & TREATMENT OFFICER I – (Oldham County —Kentucky State Reformatory)** Grade 12—(\$2589.26 - \$3430.10) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree.

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**CORRECTIONAL CAPTAIN I — (Lyon County – Western Kentucky Correctional Complex)** Grade 12—(\$3000 - \$3430.10) **MINIMUM REQUIREMENTS:** High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21years of age.

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**CORRECTIONAL CAPTAIN I — (Shelby County – Kentucky Correctional Institution for Women)** Grade 12—(\$3000 - \$3430.10) **MINIMUM REQUIREMENTS:** High School graduate. Must have three years of experience in corrections, law enforcement, criminal justice or social work dealing with rehabilitation of offenders. At least one year of the experience must have been in a supervisory capacity in a custodial security setting. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for six months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related field will substitute for one year of the required non-supervisory experience. Must be 21years of age.

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**CORRECTIONAL LIEUTENANT – TWO POSITIONS (Lyon County – Kentucky State Penitentiary)** Grade 11—(\$2750 - \$3118.28) **MINIMUM REQUIREMENTS:** High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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**JUSTICE CABINET  
DEPARTMENT OF CORRECTIONS  
JOB OPPORTUNITY ANNOUNCEMENT  
(continued)**

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November 9, 2015

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**CORRECTIONAL LIEUTENANT – (Shelby County – Kentucky Correctional Institution for Women)** Grade 11—(\$2750 - \$3118.28) **MINIMUM REQUIREMENTS:** High school graduate. Must have 2 years of experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement, or a related field will substitute for 6 months of the required non-supervisory experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of the required non-supervisory experience. Must be 21 years of age.

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**CORRECTIONAL SERGEANT – FOUR POSITIONS (Oldham County – Luther Luckett Correctional Complex)** Grade 10—(\$2500 - \$2834.88) **MINIMUM REQUIREMENTS:** High school graduate. Must have 1 year of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders. An associate's degree from a college or university in corrections, criminal justice, law enforcement or a related field will sub. for 6 months of the required experience. A bachelor's degree from a college or university in corrections, criminal justice, law enforcement or a related major field will substitute for 1 year of required experience. Must be 21 years of age.

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**CORRECTIONS UNIT ADMINISTRATOR II—(Oldham County – Luther Luckett Correctional Complex)** Grade 14—(\$3133 - \$4150.30) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 3 years of experience in corrections, law enforcement, criminal justice or social work dealing with the rehabilitation of offenders, including 1 year of supervisory experience in a custodial setting. A master's degree in corrections, law enforcement, social work, sociology, counseling and guidance or related field will substitute for 1 year of the non-supervisory experience. Additional experience in corrections, law enforcement, criminal justice, or social work dealing with the rehabilitation of offenders will substitute for the education on a year-for-year basis.

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**ELECTRONIC TECHNICIAN II—(Muhlenberg County – Green River Correctional Complex)** Grade 10—(\$2139.80 - \$2834.88) **MINIMUM REQUIREMENTS:** High School Graduate. Must have one year of technical experience in the installation, maintenance, and repair of electronic equipment. Technical training in electronics or a related field will substitute for the experience on a year-for-year basis. Additional technical experience will substitute for the education on a year-for-year basis.

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**OFFENDER INFORMATION SPECIALIST I— THREE POSITIONS (Franklin County – Central Office / Offender Records)** Grade 11—(\$2206.92 - \$2923.38) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Admin., legal, paralegal, or offender records work experience will substitute for the required education on a year-for-year basis.

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**OFFICE SUPPORT ASSISTANT II- (Muhlenberg County – Green River Correctional Complex)** Grade 8—(\$1768.70 - \$2342.96) **MINIMUM REQUIREMENTS:** High school graduate. Must have two years of office support experience. Additional education will substitute for the required experience on a year-for-year basis.

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(continued)**

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November 9, 2015

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**PROBATION AND PAROLE OFFICER I- (Jefferson County – Probation & Parole) -**

GRADE: 12 – (\$2427.44 - \$3215.72) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must be 21 years of age.

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**PROBATION AND PAROLE OFFICER IV— (Boyd County—Probation & Parole)—Grade**

14—(\$2937.20 - \$3890.90) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 2 years of professional experience in probation work and/or parole work. Graduate study in law enforcement, corrections, behavioral sciences or a closely related field will substitute for the experience on a year-for-year basis. Must be 21 years of age.

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**PROBATION AND PAROLE OFFICER IV— (Whitley County—Probation & Parole)—**

Grade 14—(\$2937.20 - \$3890.90) **MINIMUM REQUIREMENTS:** Graduate of a college or university with a bachelor's degree. Must have 2 years of professional experience in probation work and/or parole work. Graduate study in law enforcement, corrections, behavioral sciences or a closely related field will substitute for the experience on a year-for-year basis. Must be 21 years of age.

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**Recurring Positions:**

**CORRECTIONAL OFFICER- (Bell, Boyle, Elliot, Fayette, Lyon, Morgan, Muhlenberg, Oldham, & Shelby counties) —Grade 9—(\$2200 - \$2,416.22)**

**MIN. REQUIREMENTS:** High School or GED. Must be at least 21 years of age.

**PERSONNEL CABINET  
STATE OFFICE BUILDING, 1<sup>ST</sup> FLOOR  
501 HIGH STREET  
FRANKFORT, KENTUCKY 40601**

All applicants must complete an application on Personnel Cabinet's Career Opportunities System (COS) and apply for the vacancies in which they are interested in being considered. Applicants should be aware that in COS, they **apply for each vacancy through separate on-line application actions**. Paper applications are no longer accepted by Personnel Cabinet. This differs from the previous paper-based application system in that applicants no longer remain on registers once they are approved for a classification. Qualified applicants are considered only for those jobs to which he/she has applied.

**To get more information about the Career Opportunities System including how to apply for jobs, please visit <http://Careers.KY.GOV> For questions regarding Applications, Counseling, or Registers, please call Personnel Cabinet, (502) 564-8030.**

**\*\*IMPORTANT\*\***

**The Department of Corrections is not liable for the aforementioned information. This listing is provided to departmental employees as a courtesy. For official information of availability, grade and salary information, and minimum requirements, please visit the Personnel Cabinet website at [www.personnel.ky.gov](http://www.personnel.ky.gov).**